

JOB OPPORTUNITY STATE OF HAWAII

DLIR

Department of Labor and Industrial Relations (DLIR)
830 Punchbowl Street, Room 312
Honolulu, Hawaii 96813 Phone (808) 586-9040

Opening Date: August 11, 2006

STAFF ATTORNEY OFFICE OF LANGUAGE ACCESS \$50,000 - \$60,000 Per Year OAHU (Downtown Honolulu) Employment

Exempt, Non-Civil Service Position. Salary negotiable. Continuous recruitment until needs are met.

Job Duties: Represents the Office of Language Access (OLA) in all legal matters related to OLA and the performance of its statutory duties of ensuring all state agencies and covered entities provide language assistance to persons with limited English language proficiency. Conducts research on legal questions regarding the implementation of state and federal laws governing persons with limited English language proficiency. Formulates legal opinions for presentation to the Executive Director of the OLA. Provides legal guidance in the development of OLA policies, procedures, administrative rules and guidelines. Develops legislative proposals and analysis; represents the OLA before the legislature. Develops rules and guidelines for utilization by state departments, offices and agencies. Provides legal interpretation of all laws, administrative rules and executive orders relating to language access laws.

Minimum Qualifications: Juris doctorate of law; minimum two years experience in the practice of law; licensed to practice law in the State of Hawaii. Excellent oral and written, computer program and presentation skills. Work experience in a field related to the work of the OLA, such as social work, civil rights law and providing services to various ethnic groups, refugees or immigrants, highly desirable. Demonstrate positive attitude and sensitivity to assist limited English proficient persons.

To apply, you may send a resume or complete the Application for Exempt Employment (HRD 278) form which can be downloaded from our website: <http://hawaii.gov/labor/jobs.shtml>. You can also call the Department of Labor and Industrial Relations Personnel Office (DLIR) at (808) 586-9040 to have an application form mailed to you. Send your resume or completed application to the DLIR Personnel Office, 830 Punchbowl Street, Room 312, Honolulu, Hawaii 96813. Applicants may also apply through the DLIR's HireNet Hawaii system at www.hawaii.gov/labor.

An Equal Opportunity / Affirmative Action Employer